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NYC PROCEDURES TO ADDRESS UNAUTHORIZED VEHICLES IN DIPLOMATIC PARKING SPACES:

1. NYPD 24 Hour Phone Line - (718) 706-6062

At the time of the incident, while your designated parking space is blocked by another vehicle illegally, call the New York City Police Department Traffic Management Center 24 hours a day, 7 days a week.

2. Online Form for Adjudication for Summonses Issued to Decaled Vehicles due to Diplomatic & Consular Illegally Blocked Parking Spaces

If you received a parking ticket due to an unauthorized vehicle occupying your designated space, please use our online *Diplomat / Consular Illegal Parking Report Form* to notify the Department of Finance's Diplomatic Parking Review Panel. **Please remember, at the time your parking space is blocked you must have called the tow hotline, parked in a space within a two-block radius of your designated space, and you may only park at a meter during hours in effect (no payment required) or at truck loading and unloading zones.**

This adjudication form may be accessed via the following URL:

www1.nyc.gov/site/finance/about/contact-by-email/contact-us-illegal-parking-report.page

The screenshot shows the NYC Department of Finance website. The header includes the NYC logo, 'Department of Finance', and a search bar. The main navigation bar has links for 'About', 'Pay Now', 'NYC Taxes', 'Fines', 'Benefits', and 'Sheriff/Courts'. Below this is a secondary navigation bar with 'About Finance', 'Contact Finance', 'Employment', and 'News and Press'. The 'Contact Finance' link is highlighted. The main content area is titled 'Contact Us - Diplomat/Consular Illegal Parking Report'. It includes a section for 'Diplomat/Consular Illegal Parking Report' with instructions: 'Please use this form if you are diplomat or member of a consular staff who has received a ticket because your assigned parking space has been taken by another vehicle. A representative from Finance will review this form and write to your office.' Below this is a section for 'Your Vehicle/Contact Information' with a form field for 'Consulate / Mission'. On the left side of the form, there are links for 'Online', 'In-Person', 'By Phone', and 'Mailing Addresses'. At the bottom left, there are social media sharing icons (Facebook, Twitter, Google+, LinkedIn, Email) and a 'Print' button.

Please contact the Mayor's Office for International Affairs at (212) 319-9300 with any questions.